The Rules for the use of an Open Study Zone (OSZ)

General provisions

1. The Library provides unrestricted access to the resources of the scientific reading room - *Open Study Zone* (referred to as: OSZ).

2. The OSZ is situated in the lobby, 1st and 2nd floor in a D-21 building. There are: an open space area and individual study rooms to carry out educational and scientific work using the Library`s resources.

3. Using the OSZ indicates acceptance of the *Rules.*

4. The opening hours of the OSZ are available on the website of the Library.

5. Any breach of the *Rules* or violation of the principles of social life in the OSZ may result in the temporary or complete non-use of it. Decisions are made by the Director of the Library.

6. Every point of disagreement will be resolved by the Director of the Library.

The Users

1. The right to use the OSZ, under the terms specified in the *Rules* is intended to anyone who has an active account in the SKD System or a guest account in the iProtect Aurora System (referred to as: Users).

2. Entrance to the OSZ is via entrance gates located at the information desk in the building lobby.

3. The user is obliged to have a valid electronic student ID card (not mLegitymacja), electronic doctoral card, employee card or a guest card in order to pass through the entrance gates.

4. Coats, bags, rucksacks and umbrellas must be left in the free of charge cloakroom.

5. In the OSZ the user himself chooses the best place for him/her to study. The exceptions are computers with access to licensed databases and services, i.e. Academica, single-user journals and E-reading rooms.

6. The users' work is monitored by the library staff.

7. The user has the right to ask for help from the library staff.

8. The user is obliged to respect all instructions given by the library staff.

9. The users of the OSZ may use Eduroam network and their own computers.

10. The internet workstations and related equipment provided in the OSZ are to be used in accordance with separate rules.

11. The use of licensed electronic resources is based on separate rules.

12. A free scanner connected to the internet is located in the OSZ.

13. Individual Study Rooms (ISR):

    a) are made available to users who have an active library account in the electronic library system Alma,

    b) librarian can shorten the loan period of the room,

    c) the user borrows the key before using the room and does not leave the building during the borrowing period. In the event of double non-compliance with this rule the user's library account will be blocked for a month,

    d) it is not possible to book a room in advance,

    e) the user is obliged not to lock himself in the room.

14. Food, drinks and loud conversations are not permitted anywhere in the OSZ.

15. The users must maintain the cleanliness and tidiness of the facilities.

16. Mobile phones should be set to silent mode or users are advised to use earphones while listening to audio materials.

17. People under the influence of alcohol or illegal drugs will not be accepted in the OSZ.

18. The only person entitled to open/close windows and to switch on/off the lights is a library staff.

19. All damage (e.g. dirt) or any faults should be reported to the duty library staff. The user is financially responsible for any damage caused. Independent troubleshooting is not allowed.

20. The user is responsible for looking after his/her property. Neither the librarian nor the Library is responsible for the loss of personal property.